

Tarrington Parish Council

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ
Tel: 01531 670036 email: tarrington.pc@btinternet.com

**COUNCILLORS ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE
HELD ON MONDAY 11th JANUARY 2016 AT 7.30PM
IN THE LADY EMILY COMMUNITY HALL**

AGENDA

1. To receive apologies for absence and note the reason
2. To receive and record any Declarations of Interest and Requests for Dispensations
3. **Public Participation Session** for local residents to raise matters relevant to the parish (*Please note: Decisions cannot be made on items not on the agenda, time allowed may be limited at the discretion of the Chairman*)
4. To Approve the minutes of the Meeting held on Mon 9th November and Wed 9th December 2015 (previously circulated)
5. To receive brief report from Backbury Ward Councillor John Hardwick
6. **Correspondence / Discussion / Communication / Consultations:**
 - a) To discuss the Good Neighbour Scheme
 - b) To discuss Herefordshire Public Green Spaces Community Grant Scheme (cut off date 27th Jan)
 - c) To discuss the possibility of positioning a bench/seat at the entrance to Barrs Orchard
 - d) To discuss Herefordshire Council's withdrawal of subsidy on Bus Service 476 Ledbury – Hereford
 - e) To receive progress report on production of village map for notice boards
7. **Planning: Please note that paper copies may not be available, please view online prior to the meeting**
 - a) **To note Planning Record** (attached)
 - b) **Planning applications to be considered:** none
8. **To receive an update on the Neighbourhood Plan**
 - a) To formally adopt Terms of Reference for Neighbourhood Plan Steering Group
 - b) To receive finance report and grant update from NDP Steering Group
9. **Highways and Footpaths:**
 - a) To discuss any new Highways or footpath issues
 - b) To receive update from Footpaths Officer
 - c) To receive update on lengthsman scheme
 - d) To discuss and agree tender from Richard Morgan for 2016 grass cutting and ditch maintenance
 - e) To discuss any required works for the Annual Plan for Lengthsman / P3 scheme
10. **Finance:**
 - a) To note finance report and bank balances
 - b) To approve payments:
 - 697: DJN Planning, NDP Support - £2850.00
 - 698: J Chester, clerk - Salary & Expenses Nov/Dec 2015 – £489.86
 - 699: M Daron, NDP printing expenses - £37.97
 - 700: LECH – hall hire (NDP 4, 11 & 25 Nov) (PC Oct & Nov) - £75.00
 - 701: HALC – A Bush Crystal Clear training - £30.00
 - 702: Richard Morgan – Jubilee Green grass cutting July-Oct – £400.00
11. **Training / Meetings:**
 - a) To note dates of upcoming meetings and make note of any required places
 - b) To receive report from any meetings attended: (attached)
12. **To Note and Review Information Sheet (attached)**
13. **To raise items for next scheduled Parish Council Meeting (no discussion)**
14. **To confirm the date of next scheduled meeting – Monday 14th March 2016 at 7.30pm**

J Chester

Clerk to Tarrington Parish Council

6th January 2016

The press and public are cordially invited to attend the meeting

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INFORMATION SHEET – JAN 2016

PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Monthly PAYE RTI completed
- Control of Parish Council Website page updating undertaken
- Precept of £14k requested
- Replacement Garbrook sign ordered
- CiLCA portfolio work done
- Hfd Council Website Parish Clerk Data updated
- Annual Request for Register of Electors completed

GENERAL CORRESPONDENCE RECEIVED

- HALC – Information Corner 24th December and 2016 Wise Owl training diary *
- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Parish Newsletter December 2015 *
- A Bush, Herefordshire Council – Invitation to Fuel Poverty Training 15th Jan *
- A Bush, Herefordshire Council – Redesigning Homecare for Herefordshire Residents *
- A Bush, Herefordshire Council – Draft Local Transport Plan 2016-31 *
- West Mercia – SNT Newsletter *

* Circulated to Cllrs.

Outstanding Actions - These are the consolidated actions outstanding after the last meeting held on 21st Sept 2015:

Meeting	Minute	Action	Status	Comments
July 2015		NDP Team	Ongoing	Details of NDP progress to be put onto website
Sept 2015	3	Clerk	Ordered	Broken sign at Garbrook needs replacing
Sept 2015	9b	JW	Complete	Speak to landowner ref hedge adj to footpath TR3
Nov 2015	9d	Clerk	Ongoing	<p>School Road: LENGTHSMAN Clear around sign near junction Church Lane / School Road Check and clear ditch on Tarrington Court side near New Barn, Check connection under road to brook, Between New Barn and the Vine, strim and clear verge on north side. Opposite village hall, strim and clear vegetation from ditch – ensure free-flowing, Towards A438 clear hedge etc from around 30 MPH limit signs, Check drains and ditches from The Leys to A438 as water pooling and causing a danger</p> <p>Village Road: LENGTHSMAN Between Barrs Court and Church steps – strim up to wall to remove vegetation build-up, Between Barrs Court and Barrs Orchard – strim off and remove vegetation from ditch area, ensure free-flow. Trim hedge alongside ditch.</p> <p>Little Tarrington: Potholes in road - By Millbrook CAS-544162-N4V1F2 Along edge before entrance to campsite CAS-544162-N4V1F2 Under Railway bridge CAS-544162-N4V1F2 By the Firs COMPLETED NOV 2015 Around corner by the Gables 41067169/7170, 41067177 Along lane to Woodend (approx. halfway) 41967178/9</p> <p>A438 Turning to Woodend Direction signs are damaged CAS-544196-Q7L3P3</p> <p>A438 Pavement between The Myrtles and The Old Police House is badly overgrown (grass, weeds etc), reducing width to a foot</p>
			Ongoing	
			Reported	

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				or so. Please can this be cut back to restore full width. CAS-544189-L7D8M3 Station Road We were promised some re-surfacing near Sparchell Cottage, but it doesn't seem to have been done. Ref e-mail 8 th June 2015. CAS-544183-Z8C0X2
Nov 2015	6b	CW/JW	Ongoing	Investigate Good Neighbour Scheme further
Nov 2015	6c	JT	Ongoing	Apply for Public Green Spaces Community Grant Scheme and Woodland Trust Grant in LECH name
Nov 2015	8a	MD		Circulate NDP Terms Of Reference for formal adoption at next meeting
Nov 2015	9b	clerk	ongoing	Check ownership of footpath TR9 land with Land Registry
Nov 2015	9c	RH /clerk		Village Map showing road names to be produced and put on website and notice boards
Nov 2015	10a	clerk	complete	Obtain annual costs breakdown from PCC

PLANNING RECORD

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
17.11.14	142874	Hazel Court, Tarrington, HR1 4JQ Proposed installation of Aga and open fireplace with associated flues	PC have no objections	GRANTED 20.1.15
21.4.15	151067	Chestnut Cottage, Tarrington HR1 4JA - Proposed two storey extension	PC support this application	GRANTED 3.6.15
12.6.15	151518	Waggoners Cottage, Little Tarrington, HR1 4JA - Proposed replacement of all existing windows and external doors	PC support this application	
14.9.15	152437/152438	The Cider House, Eastwood, HR1 4JF Proposed garden room (amendment to approved permissions 130485 & 130486)	PC support this application but ask that materials used are sympathetic to the existing	GRANTED 19.10.15
29.9.15	152785	Church Hill, Church Lane, Tarrington, HR1 4EU Proposed renovation of existing house, demolition of existing flat roof extension and replacement with pitched roof two storey extension	PC support this application	WITHDRAWN 9.11.15
30.9.15	152675	The Millpond, Little Tarrington, HR1 4JA Variation of Condition 9 of Planning Permission DMCE/093044/F – to allow up to 25 touring caravans to be stored on the site	PC support this application and agree with the planning officers suggestion of planting to provide screening	GRANTED 10.11.15
22.10.15	153015	Swan House, Tarrington, HR1 4EU Proposed internal works, new window, reinstatement of two windows within existing opening, replace French doors and replace porch door and frame	PC note that some work has already been done and ask Hfd Council if building regs, conservation officer and English Heritage have been consulted as it is a listed building. PC disappointed that application is retrospective	
3.12.15	153149/153150	The Forge, Tarrington, HR1 4HX Proposed conversion of former forge into one self-contained holiday accommodation	PC support this application but make following observations: off road parking arrangements are unclear and require clarification. The property is 10m away from a running brook. PC asks that breathable sympathetic materials are used.	

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REPORTS FROM MEETINGS ATTENDED

HALC Conference 21st November 2015

Mrs Lynda Wilcox introduced Mr Mark Millmore of Eyelid Productions.

WEBSITES – YOUR WINDOW TO THE WORLD

- Mr Millmore works with Parish Councils and developed websites especially to meet their needs. All his websites work on all devices and can assimilate text to whichever device you are using, e.g. mobile phone.
- Useful to use gov.uk website address as it makes it clear that it is a local government website.
- WordPress allows update without technical knowledge.
- Uses a code especially for your Parish Council.
- A useful feature is that you can have planning applications automatically updated. Planning applications are checkable on a map.
- Everyone in the Parish can have access through Parish Council website.
- Comments Section: Parishioners can make comments which then go into 'moderation' and then comments are published. This stimulated 150 subscribers to one Parish Council website after 6 months in operation. Parishioner comment is useful for finding out what people in the parish really would like their Parish Council to do. Useful feedback.
- You do not need technical expertise to edit website.
- WordPress updates itself automatically which avoids rebuilding later.
- Do not use WordPress.com as this restricts 'feeds' and is a 'blogging' tool only.

NICK MILLINGTON – FOCUS ON FILMING – The Rural Media Company

- Rural Media Company manages several websites.
- Are situated in Hereford in West Street.
- They are a community resource.
- Provide technical film production knowledge, filming facilities, laptops and can produce work to broadcast standard production level. Will be the first broadcasting production facility outside Bristol.
- Parish Council can all be filmed as a 'local event'.

BUSINESS STRATEGIES

- Young People.
- Rural communities.
- Marginalised Communities.
- Productions are designed to help people to produce the films themselves.
- Offer formal training: short courses. 20 young people at a time.
- Commission productions.
- RMC have made a suite of films on a social enterprise theme.
- They are happy to be in receipt of ideas and to sit down with a client, work through a project and look at funding.
- Let out studios and meeting rooms in the centre of town.

The world is changing. People are viewing more and more online, on their tablets or their phones. . Films made to get a message across need to be very short with memorable images.

PC WEBSITES

Very few parish councils present have a moving image on their website?

GRAHAM POWELL – HEREFORDSHIRE COUNCIL CABINET MEMBER - EFFECTIVE TWO WAY COMMUNICATION

- Mr Powell asked 'how can we start again' after austerity and produce a better Herefordshire?
- Answer: Focus on income, understand what residents value, do it efficiently and effectively.
- Herefordshire Council needs to be the enabler, developing partnerships with other counties, using economies of scale and care for the community. Parish Council can demonstrate that they know what is important to residents so that residents are happy to pay more for local services.
- Work together to create efficiencies.
- We need to communicate and develop partnerships.
- Make a positive difference. Feel positive about Herefordshire and change.
- Speak openly, often and honestly. If we fail it will be because we did not communicate effectively.

PENSIONS EXPLAINED.... Andrew Fleming – Pensions Regulator This presentation is available on the HALC website.

GOVERNMENT LISTENS TO LOCAL COUNCILS John Connell – Head of Local Service Transformation, DCLG (Department for Communities & Local Government) This presentation is available on the HALC website.